

**641—155.10 (125,135) Grounds for denial of initial license.**

**155.10(1) *Denial of application for licensure.*** All programs applying for an initial license shall submit complete application information and shall be inspected by the department prior to the program's opening and offering services. A recommendation by the department of a denial of an initial application for licensure to the committee may be made based on the following reasons:

*a.* The application for licensure is incomplete or does not have the information required by 641—155.5(125).

*b.* On-site inspection report results based on the licensure weighting report indicate a score below minimum required for a recommendation of a 270-day license. A program applying for a 270-day license shall have a minimum score of 70 percent in each of the following standards: clinical, administrative and programming.

*c.* Violation of any of the grounds for discipline pursuant to 641—155.11(125,135).

**155.10(2) *On-site visit for licensure.*** The on-site visit for licensure of an initial applicant shall occur prior to the program opening and admitting client/patients. The department shall not be required to provide advance notice to the program of the on-site visit for licensure.

*a.* The on-site visit team will consist of designated members of the division staff, as approved by the director.

*b.* The team will inspect the program that has applied for a license in order to verify information contained in the application, ensure compliance with all laws, rules and regulations.

*c.* The inspection team shall send a written report, return receipt requested, of their findings to the applicant within 20 working days after the completion of the inspection.

*d.* The application information for an initial application for licensure shall be complete and shall be reviewed by the department prior to a scheduled on-site inspection.

**155.10(3) *Committee action.*** The committee shall meet to consider all cases involving issuance of a license. Upon approval of an application for licensure by the committee, a license shall be issued by the department.

*a. Committee hearing preparation.* The division will prepare all documents with a final recommendation for licensing determination to be presented at a committee meeting within 120 days from the site visit. The division shall provide public notice of the date, time, and place of the meeting and the names of applicants to be reviewed and processed.

(1) The division shall provide notice to the program 30 days prior to the committee meeting notifying the program director and program board chairperson of the time, place, and date the committee will review and act upon the application for the program along with the results of the inspection.

(2) The division shall provide to all committee members the following information on each application to be processed at the next committee meeting: reports of the on-site program licensure inspections, and a final recommendation for licensing.

*b. Committee meeting format.*

(1) The chairperson or designee shall call the meeting to order at the designated time.

(2) The presiding officer or designee shall give summary of each application and protocols.

(3) Opportunity shall be given all concerned parties to respond and present evidence and arguments on each application.

(4) After all concerned parties are heard, the committee will make a decision as to whether the applicant should be finally approved or initially denied a license to operate a substance abuse treatment program.